

ELIZABETHTOWN BOROUGH COUNCIL
PUBLIC MEETING
October 19, 2023
Minutes

A public meeting of Elizabethtown Borough Council was held on Thursday, October 19, 2023. Present were Councilmembers Lanty Moss, Tom Shaud, J. Marc Hershey, Phil Clark, Jeff McCloud, and Jay Hynicker. Also in attendance were Borough Manager Rebecca S. Denlinger, Assistant Borough Manager Ann Roda, Planning and Zoning Director Pamela Roberts, Public Works Director Jeff Kinsey, Elizabethtown Police Department Interim Chief Shane Deardorff and Mayor Chuck Mummert.

Public Comment

There was no public comment.

Presentation

Deb Drury, Executive Director for the Elizabethtown Public Library, provided an update on the operations/activities. She also formally requested a FY2024 contribution of \$93,850.

Approval of Meeting Minutes

After a motion by Vice President Clark, second by Councilperson Shaud, Borough Council voted unanimously to approve the Public Meeting minutes for October 5, 2023.

Reports

1. Borough Council unanimously approved the Financial Report and PLIGT Report as submitted after a motion by Councilperson McCloud and second by Councilperson Hynicker.
2. There were no questions on the September 2023 Elizabethtown Police Department Report.
3. There were no questions on the September 2023 Code Enforcement Report.
4. There were no questions on the September 2023 Fire Company Report. The Fire Company responded to 63 calls in September with 20 of those calls being located within the borough.
5. Northwest EMS responded to 739 calls during the month of September 2023, of which 140 were within the Borough which is 19% of calls. Year to date Northwest EMS has responded to 6,618 calls with 20.25% occurring in the Borough.
6. There were no questions on the September 2023 Elizabethtown Area Water Authority Report.

7. There were no questions on the GEARS Report for July 2023.

Councilperson Hynicker added that the gym floor is budgeted for refinishing and a presentation will be made on October 26, 2023 by David Wendel regarding the second-floor renovations.

8. There were no questions on the MESA reports for September 6 and September 20.

Old Business

1. It was motioned by Vice President Clark to approve the requested modifications in relation to the Preliminary/Final Land Development Plan for Elizabethtown Area School District High School Stadium Renovations prepared by ELA Group, Inc, dated June 26, 2023, last revised September 14, 2023. The requested modifications are as follows:

Waivers –

1. Chapter 17, Section 503.2.L(2) & (5) - Existing Features
2. Chapter 22, Section 303 - Submission of Preliminary Plan
3. Chapter 22, Section 40.C(3) - Existing Features
4. Chapter 22, Section 611.4 - Street Trees

Deferrals

1. Chapter 21, Section 503.14.A - Right-of-Way and Cartway Widths
2. Chapter 22, Section 606.1.A - Right-of-Way and Cartway Widths
3. Chapter 22, Section 607 - Curb & Sidewalks

Councilperson Hynicker second the motion. Borough Council unanimously motioned to approve the requested modifications in relation to the Preliminary/Final Land Development Plan for Elizabethtown Area School District High School Stadium Renovations.

Councilperson McCloud abstained from the vote.

It was then motioned by Councilperson Hynicker to approve the Plan entitled Preliminary/Final Land Development Plan for Elizabethtown Area School District High School Stadium Renovations prepared by ELA Group, Inc, dated June 26, 2023, last revised September 14, 2023, subject to the following conditions and, upon satisfaction of such conditions, authorize execution and release of such plan:

1. Addressing the comments from the Lancaster Civil review letter dated October 18, 2023.
2. Execution and submission of the Deferred Improvements Agreement.
3. Execution and submission of the Stormwater Management Agreement and Declaration of Easement.
4. Execution and submission of both Agreements Providing for Grant of Public Right-of-Way.
5. Execution and submission of the Bond without Surety.

Councilperson Moss seconded the motion. Borough Council unanimously motioned to approve the requested modifications in relation to the approve, with conditions, the Plan entitled Preliminary/Final Land Development Plan for Elizabethtown Area School District High School Stadium Renovations prepared by ELA Group, Inc. Councilperson McCloud abstained from the vote.

2. Councilperson Shaud motioned to approve the 2023 Bridge Maintenance Application for Payment #4 for the 2023 Bridge Maintenance Project in the amount of \$10,255.17. Vice President Clark second the motion. Borough Council unanimously motioned to approve Application for Payment #4 for the 2023 Bridge Maintenance Project.
3. Councilperson Shaud motioned to approve the Intergovernmental Cooperation Agreement between the Lancaster County Land Bank, Borough of Elizabethtown, and Elizabethtown Area School District. Councilperson McCloud second the motion. Borough Council unanimously motioned to approve the Lancaster County Land Bank Agreement.

Following the vote President Hershey asked staff to work with Elizabethtown Area School District representative to answer questions on the Land Bank.

4. Borough Manager Denlinger provided an update on board and commission appointments that expire in 2023. She asked councilmembers to review the expiring appointments and determine if new appointments need to be sought.
5. Assistant Borough Manager Roda provided an update on the Public Works Facility Stormwater Basin Retrofit. When the bids for basin retrofit were not accepted borough staff asked Lancaster Civil to review the material and identify what the next steps for the basin should include.

Lancaster Civil has reviewed the original design information as well as the information provided by Hanover Engineering, and have been monitoring the water levels in the basin after storm events. Based on the monitoring after 3 larger storms (>1") and the design of the basin Lancaster Civil is recommending that the borough continue to proceed with the MRC design developed by Hanover. This project has been planned for in the draft FY2024 budget material.

6. Borough Manager Denlinger noted to councilmembers that additional documents had been added to the portal in preparation for the Fiscal Year 2024 budget discussions. These items included capital improvement plan, vehicle replacement schedule and refuse and recycling expenses.

New Business

1. Councilperson Hynicker motioned to approve the release of financial security for the Traffic Signal Improvements at N Market Street and Linden Avenue in the amount of \$162,537.59. Councilperson Shaud second the motion. Borough Council unanimously motioned to

approve the release of financial security for the Traffic Signal Improvements at N Market Street and Linden Avenue in the amount of \$162,537.59.

2. Planning and Zoning Director Roberts stated the applicant is requesting a variance at 704 S Market Street to construct an additional apartment within the existing structure on the property located in the R-3 High-Density Residential District. The application is relative to Chapter 27, Part 8, Section 807.1 "Lot Area, Lot Width and Lot Depth Requirements" of the Zoning Ordinance. The property currently has 5 units and would like to add an additional unit for a total of 6 units. The ordinance requires 4,500 sq ft per apartment unit and the property consists of 13,724 sq ft. Borough Council members expressed concern with the application. The primary concern related to parking.
3. It was motioned by Vice President Clark to approve the purchase of License Plate Readers and Cradlepoint Modems as proposed by staff for use in EPD patrol vehicles. Councilperson Shaud second the motion. Borough Council unanimously motioned to purchase two License Plate Readers and needed Cradlepoint modems.

Prior to the motion Interim Chief Deardorff explained the purchase of license plate readers were included in the draft FY2024 budget however with two cars being upfitted for other gear there is a benefit in the purchase and install now rather than wait until 2024.

4. Assistant Borough Manager Roda provided an update on construction on Mars Wrigley Property. It was stated for the Cocoa Roasting Improvements Mars Wrigley has informed staff that a portion of Brown Street, in front of Mars, will be closed beginning Monday, October 23, 2023 for assurance of construction safety. This closure is required to safely complete project work. All traffic will need to use High St. and not enter Brown St. from Bainbridge St. for approximately 6 to 9 months, pending their construction progress. All public access to Brown St. from Bainbridge, (including pedestrians), will be cut off for this time.
5. It was motioned by Vice President Clark to table until a future public meeting a post-employment agreement with Rebecca S. Denlinger through December 31, 2023. Councilperson Shaud second the motion. Borough Council unanimously motioned to table action on a post-employment agreement with Rebecca S. Denlinger.

Bills Payable

Upon motion by Councilperson McCloud and second by Councilperson Hynicker, Borough Council voted unanimously to approve the list of monthly bills as presented:

General Fund	\$774,577.31
Sewer Fund	\$198,686.18
Capital Reserve Fund	\$171,772.83
Sewer Capital Projects Fund	\$17,474.79
Liquid Fuels Fund	\$734,712.55
General Vehicle Sinking Fund	\$76,326.00

Subdivision Escrow Fund	\$7,678.00
Parks Fund	\$34,042.98

Mayor Remarks

- Mayor Mummert spoke about his recent trips to Boston and Erie for PSAB meetings.

Council Remarks

- Councilperson McCloud thanked Rebecca for her service to Elizabethtown Borough.
- Councilperson Hynicker commented on the military banners and how it is nice to see them when driving through town.
- Councilperson Moss stated he was excited for the state of budget discussions.
- Councilperson Shaud commented on the recent Chamber dinner and the presentation of the Vincent O-Connor Award. The remarks by Greg Hitz exhibited that he took the award to heart and was appreciative of the recognition.
- Vice-President Clark also commented on the Chamber dinner and the military banners.
- President Hershey had no remarks.

President Hershey announced that Borough Council would meet in Executive Session following the public meeting to discuss a uniform and non-uniform personnel matter.

Adjourn

President Hershey adjourned the meeting, without objection, at 7:58 PM.

Respectfully Submitted,

Ann Roda
Borough Manager